

## **Suggested Portfolios for Educational Interpreters/Cued Language Transliterators**

**Purpose:** a portfolio is an organized, goal-driven documentation of professional growth and achieved competence in an educational interpreter/Cued Language Transliterators' academic discipline. A professional portfolio reflects the individual's goals, growth, achievements, professional attributes, and examples of work. It is an excellent marketing technique that enhances an individual's professional image and shows his or her level of skill development, knowledge and expertise in the area of interpreting, language and culture.

An educational interpreter/Cued Language Transliterators' portfolio should provide summative evidence of effectiveness as an interpreter/Cued Language Transliterators, insight into strengths and areas for development and a commitment to professional development as a strong part of professional life.

To begin a portfolio, the following steps are encouraged:

- \_ Identify the overall purpose, goals and criteria the portfolio is designed to evidence.
- \_ Identify the physical materials and resources that are available for demonstrating or evidencing competencies and knowledge.
- \_ Identify the process of evaluating competence and knowledge.

Portfolios may be divided into two levels: **Para-Professional** and **Professional**. Portfolio artifacts and attestations should include the following categories. Contents of portfolios are intended to be documents that can be short term or long term. Interpreters with credentials would be expected to document their ongoing assessments, evaluations and professional development:

1 – **Professional Evaluations** (Assessments) – These documents provide information from a qualified and trained evaluator (preferably certified) or a knowledgeable and trained Deaf professional who can attest to the goals and provide on-going support and feedback. See list of resources.

2 – **Education** – Interpreters/Cued Language Transliterators should provide proof of completion of an accredited two (2) year or four (4) year Interpreter Training Program or courses from Language Matters, Inc., self-directed or independent study courses. See list of accredited training programs or resources.

3 – **Diagnostic Assessment** – Provides a detailed analysis of an interpreter/Cued Language transliterator's work. This assessment provides information that can be used to show strengths and skill development needs. An interpreter/transliterator's professional development plan can

be based on the information gained from these assessments. See list of resources for sign language and cued language transliterator assessments.

4 – **Certification/Classification** – There are examinations available for educational interpreters. They may take one or both of the Registry of Interpreters for the Deaf (RID), or National Association of the Deaf (NAD) national testing system. The Training, Evaluation & Certification Unit (TECUnit) offers national exams for Cued Language. Membership cards and certification letters may be placed in this section of the portfolio.

5 – **Courses** – Interpreters/Cued Language Transliterators who have taken courses to complete their degree requirements or who are taking courses for continuing professional development need to document these courses with official transcripts or certificates of completion. These courses should include:

General Education  
Foundations in Education and Deafness  
Foundations in Interpretation  
Educational Interpreting  
Communication and Educational Interpreting Skills  
Observation and Practicum.

6 – **Continuing Education** – For interpreters/transliterators who have completed requirements for AA degrees or BS degrees and want to take training based on feedback from a diagnostic assessment and a professional development plan. These courses may be offered through the local school system and/or through other state resources. Courses approved by the Registry of Interpreters for the Deaf's CMP and ACET Program (Continuing Maintenance Program, Associate Continuing Education Tracking) See list of agencies, colleges, universities and companies that offer training and skill development opportunities for interpreters/transliterators. Certificates of Completion, outlines and handouts can also be included in the portfolio as proof of attendance.

7 – **Work Samples** – Videotapes of work samples in the portfolios show completion of goals and evidenced improvement. This work sample could include formal notes with constructive feedback from a fellow interpreter or mentor.

8 – **Letter of Recommendation** – These letters should attest to the qualification of an interpreter/transliterator. Examples of sources for recommendation letters are:

1. Professional colleagues and associates
2. Former teachers who know the work of the interpreter/transliterator
3. Deaf consumers who know the skills and abilities of the interpreter/transliterator
4. Fellow interpreters or mentors

9 – **Professional Organizations** – These documents show proof of membership in a professional interpreter organization and active participation in the organization. Also documents showing active involvement of the interpreter in professional interpreter committee meetings, election to an Advisory Board, etc.

Example:

### **Para-Professional**

- 1 – Recognized diagnostic assessments like Educational Interpreter Performance Assessment (EIPA), Sign Communication Proficiency Interview (SCPI), and Cued Language Transliterator State Level Assessment (CLTSLA)
- 2 – Associate of Arts, 2 years, Interpreter Training Program  
Bachelor of Arts degree, 4 year degree, Interpreter Training Program or  
Deaf/Education related field
- 3 – Assessed by a company or agency that provides in-depth diagnostic feedback regarding skill level and developmental needs
- 4 – Classification C – North Carolina Classification System
- 5 – Official transcript, copies of syllabi of related course work, samples of exams and tests, world wide web courses
- 6 – Official transcript, list of courses and in-service training outline or handouts
- 7 – Videotape of performance
- 8 – Letters

### **Professional**

- 1 – Passed a national examination from (Registry of Interpreters for the Deaf (RID) or National Association of the Deaf (NAD), or Cued Language Transliterator National Certification Examination (CLTNC)
- 2 – And Bachelor of Arts, 4 years (Deaf Education, Deaf Studies, other related field)
- 3 – Assessed by a company that provides in-depth diagnostic feedback regarding skill level
- 4 – RID CI (Certificate of Interpretation) or CT (Certificate of Transliteration) CSC, IC (Interpreter Certificate), TC (Transliterator Certificate), NAD Level 4 or 5 or Certificate from the Cued Language Transliterator National Certification Examination (CLTNCE)
- 5 – Official transcript, copies of syllabi of related course work, samples of exams and tests, world wide web courses, in-service training outlines, handouts or certificates of completion
- 6 – Worksample Videotape of performance in a variety of settings and subject matter
- 7 – Letters of recommendation

## **Agencies That Will Conduct Sign Language Interpreter Assessments**

Advancement Seminars, Inc.  
P.O. Box 680062  
Charlotte, NC 28216  
704-391-1125

Carolina Interpreting and Consulting Services  
5801 Executive Center Drive  
Suite 223  
Charlotte, NC 28212  
704-532-7446  
<http://www.carolinainterpreting.com/>

Communication Access Partners, Inc.  
105 N. Main St. Suite D  
Kernersville, NC 27284  
336-996-3434  
<http://www.cyberspace-market.com/cap>

Division of Services for the Deaf and Hard of Hearing  
Interpreter Development Coordinator  
2301 Mail Service Center  
Raleigh, NC 27699-2301  
919-773-2986 (tty)  
919-773-2963 (v)

Northeast Florida Education Programs  
207 N. San Marco Ave.  
St. Augustine, Florida 32084  
904-829-1899  
<http://www.fsdb.k12.fl.us/>

Signs of Development  
Performance Assessment for Career Enhancement  
65 Glen Road, Suite 4-402  
Garner, NC 27529  
919-989-8077  
<http://www.signs-of-development.org/>

## **Agencies That Will Conduct Cued Language Transliterator Assessments**

Linda Balderson M.Ed. TSC  
4230 Damascus Road  
Laytonsville, Maryland 20882  
[Lindacue@yahoo.com](mailto:Lindacue@yahoo.com)

Beth Grupe  
Cued Speech Center  
304 E. Jones St.  
Raleigh, NC 27601  
919-468-3124 (h)  
919-828-1218 (w)

Jane Dolan, TSC  
9729 Dansington Ct.  
Raleigh, NC 27615  
919-676-1261 (h)

Jessica Bryan Meymandi  
6217 River Landing Drive  
Raleigh, NC 27604  
919-877-9132  
[jessicaeric@earthlink.net](mailto:jessicaeric@earthlink.net)

Language Matters, Inc.  
P.O. Box 3326  
Silver Spring, Maryland 30918  
1-877-LMI-7338 (toll free)  
<http://www.language-matters.com/>

National Cued Speech Association  
23970 Hermitage Road  
Cleveland, Ohio 44122-4008  
1-800-459-3529

*\*This list does not indicate endorsement of these agencies and individuals.*

## **Agencies That Will Conduct Oral Interpreter Assessments**

Alexander Graham Bell Association, Inc.  
3417 Volta Place NW  
Washington, DC 20007  
202-337-5220  
<http://www.agbell.org/>

Interpreters, Inc. OIC: C  
P.O. Box 13594  
Research Triangle Park, NC 27709  
919-596-7882  
<http://www.interpretersinc.com/>

# **Interpreter Training Programs**

## **A.A.S. Interpreting Degree Programs**

Blue Ridge Community College  
Interpreter Education  
College Drive  
Flat Rock, NC 28731-9624  
828-692-3572  
[www.br.cc.nc.us](http://www.br.cc.nc.us)

Central Piedmont Community College  
Interpreter Training Program  
P.O. Box 35009  
Charlotte, NC 28235  
704-330-6829  
[www.cpcc.cc.nc.us](http://www.cpcc.cc.nc.us)

Wilson Technical Community College  
Interpreter Training Program  
902 Herring Avenue  
Wilson, NC 27893  
919-291-1195, ext. 331  
[www.wilsontech.cc.nc.us](http://www.wilsontech.cc.nc.us)

## **B.A. Degree**

Barton College  
(in cooperation with UNC-G)  
College Station  
Wilson, NC 27893  
919-399-6432  
[www.barton.edu](http://www.barton.edu)

Gardner-Webb University  
(Interpreting Minor)  
Communications Department  
Boiling Springs, NC 28017  
828-434-4418, ext. 272  
[www.gardner.webb.edu](http://www.gardner.webb.edu)

Eastern Kentucky University  
Interpreter Training Program  
245 Wallace Bldg.  
Richmond, KY 40475  
[www.eku.edu](http://www.eku.edu)

Lenoir-Rhyne College  
(in cooperation with UNC-G)  
P.O. Box 7221  
Hickory, NC 28603  
[www.lrc.edu](http://www.lrc.edu)

## **Interpreter Training Programs – Cont'd**

### **Page 2**

#### **B.A. Degree**

University of North Carolina-Greensboro  
Educational Interpreter Training Program  
300 Ferguson Building  
Greensboro, NC 27412-5001  
336-334-3772  
336-334-4617  
[www.uncg.edu](http://www.uncg.edu)

University of Tennessee-Knoxville  
Educational Interpreting Program  
135 Claxton Addition  
Knoxville, Tenn. 37996-3400  
865-974-0607  
[www.utk.edu](http://www.utk.edu)

#### **Cued Language Transliterator Courses**

Language Matters, Inc.,  
Cued Language Transliterator Professional Education Series  
Undergraduate and Graduate credit courses (CLTPES™)  
P.O. Box 3326  
Silver Spring, MD 20918  
1-877-LMI-7333

*\*This list does not indicate endorsement of any specific program.*